

Peter Franchot *Comptroller*

Dhiren V. Shah *Director Central Payroll Bureau*

Advanced Schedule for Contract Payroll-Pay Period Ending November 9th, 2021

This is a reminder that a state holiday occurs on Thursday, November 11th, 2021, (Veterans Day). Therefore, payroll processing schedules will be advanced for the Pay Period Ending November 9th, 2021. The PTR's will be available for keying on Wednesday, November 3rd, 2021 after 9:00 a.m. The PTR's may be approved at the agency on Tuesday November 9th, 2021 after 9:00 a.m.

All PTR's must be approved no later than 1:00 p.m. on Wednesday, November 10th, 2021.

If you have further questions, you may call any of the payroll operations staff at 410-260-7401.